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AIR FORCE SERVICES AGENCY (AFSVA)

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OPR: HQ AFSVA/SVXP
(Capt Patricia Carpenter)

Certified by: HQ USAF/SVX
(Col Thomas J. Padgett)

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1. Mission. HQ AFSVA improves direct combat support and mission effectiveness for Air Force personnel with quality of life Services programs. The AFSVA supports bases, major air commands (MAJCOM), and Air Staff by providing technical assistance, fielding new initiatives, developing procedures, and managing selected central-support functions to ensure successful Services programs.

2. Command. The AFSVA commander:

- 2.1. Is responsible to Headquarters United States Air Force Director of Services.
- 2.2. Commands a field operating agency, AFSVA, supporting worldwide Services programs.

3. Responsibilities. AFSVA:

- 3.1. Provides technical support, staff assistance, guidance, direction, procedures, and contingency planning for all aspects of Services programs.
- 3.2. Operates consolidated/centralized systems for field support such as banking, investments, insurance, marketing, employee benefits, mortuary, management information, and procurement programs.
- 3.3. Exercises day-to-day stewardship over central nonappropriated fund (NAF) instrumentalities.
- 3.4. Develops and manages centrally funded programs, (e.g., TOPS IN BLUE, Air Force Sports, NAF construction).
- 3.5. Manages Services training program including standardized readiness training.
- 3.6. Provides staff assistance to bases with problematic financial indicators as directed by AF/SV or when requested by MAJCOMs.

3.7. Facilitates oversight of MAJCOM/base operations to ensure they are within established parameters.

PATRICK O. ADAMS, Brig General, USAF
Director of Services